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DETACHMENT H

14 Jan

STANDARD OPERATING PROCEDURE

H-50-7 This SOP supercedes H-50-7 dated 23 March 1967.

MISSION BRIEFING AND DEBRIEFING PROCEDURES

- I. PURPOSE: To outline the procedures and to designate personnel who will attend briefings and debriefings for training, maintenance and operational missions.
- II. SCOPE: The provisions of this SOP are applicable to all personnel involved in mission briefing and debriefing.
- III. RESPONSIBILITY: The Director of Operations is responsible for insuring adherence to this SOP.

IV. PROCEDURES:

25X1A A. The Director of Operations or his authorized representative and/or the Detachment Commander will monitor all briefings and debriefings, and will conduct all briefings and debriefings of flights involving

25X1C [REDACTED]

B. The [REDACTED] or Operations Officer will conduct all briefings and debriefings of flights involving [REDACTED]

C. The established briefing/debriefing format will be used for all flights.

25X1C D. No instructions or special requests will be passed to the pilot without prior permission of either the Detachment Commander [REDACTED]

E. All mission briefings and debriefings will be tape recorded. Tape disposition will be in accordance with SOP H-50-8.

V. ATTENDANCE:

A. Briefings will be attended by the following personnel:

(1) Mission pilot

25X1C (2) Director of Operations or his authorized representative and/or the Detachment Commander.

[REDACTED]

\*(4) Chief of Maintenance and /or crew chief.

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- (5) Flight Planner
- (6) Weather briefing officer (Training/maintenance missions only).
- \*(7) [REDACTED] Mobile Control/IP, whenever possible.
- \*\* (8) Security representative.
- \*(9) Any maintenance and/or equipment specialist as required by the nature of the mission flown.
- (10) Other personnel, at the discretion of the Detachment Commander/ Director of Operations.

B. Debriefings will be attended by the following personnel:

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- (1) Mission pilot
- (2) Director of Operations or his authorized representative and/or the Detachment Commander.
- (3) [REDACTED] Debriefing Officer.
- (4) Flight Planner.
- (5) Weather Officer. (Training/maintenance mission only).
- \*(6) Chief of Maintenance and/or crew chief.
- \*(7) Engine representative.
- \*(8) Auto-pilot/Tracker representative.
- \*(9) Special Equipment representative.
- \*(10) Life Support representative.
- (11) Avionics representative.
- \*\* (12) Intelligence Officer.
- \*\* (13) Security representative.

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NOTE: \* Personnel so identified will be present during non-sensitive portions only.

\*\* Personnel so identified will be present for operational missions only.

Distribution:

Copies

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Detachment Commander

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